



*Changing Lives,  
Creating Futures*

Monty Sullivan  
*System President*

**Officers:**

N. J. "Woody" Ogé  
*Chair*

Timothy W. Hardy  
*First Vice Chair*

Deni Grissette  
*Second Vice Chair*

**Members:**

- Helen Carter
- Erika McConduit-Diggs
- Willie Mount
- Michael J. Murphy
- Joe Potts
- Paul Price, Jr.
- Stephen C. Smith
- Craig Spohn
- Vincent St. Blanc, III
- Charles Strong
- Stephen Toups

**Student Members:**

- Sommer Brown
- Jennifer Burgess

Louisiana  
Community  
& Technical  
College System

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# LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

## LCTCS BOARD OF SUPERVISORS MONTHLY MEETING

### APPROVED MINUTES

**Wednesday, June 8, 2016  
10:00 a.m.**

The Louisiana Building  
Baton Rouge Community College  
201 Community College Drive, Baton Rouge, Louisiana 70806

**NOTE: A separate Audit Committee meeting was held  
Wednesday, June 8, 2016, at 9:00 a.m.**

*\*\* The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter into Executive Session in accordance with R.S. 42.16-17.*

#### **A. CALL TO ORDER**

Chair Ogé called the June 8, 2016, LCTCS Board of Supervisors monthly meeting to order at 10:08 a.m.

#### **B. PLEDGE OF ALLEGIANCE**

Supervisor Smith led the assembly in reciting the Pledge of Allegiance.

#### **C. SWEARING IN OF NEW BOARD MEMBERS: SOMMER BROWN AND JENNIFER BURGESS**

Mr. Robert Atkinson, General Counsel for the LCTCS Board of Supervisors, conducted the swearing in of the new student Board members, Sommer Brown and Jennifer Burgess.

Following the Oaths of Office, Chair Ogé read each of their biographies:

Sommer Brown, a Thibodaux native, is the LCTCS Student Board Member Technical College Representative. Ms. Brown is currently pursuing a dual associate degree in Accounting and Criminal Justice at Fletcher Technical Community College. After she receives her associate degree, Ms. Brown plans to attend LSU where she can further her education with a BS in Finance with a minor in Personal Investing. She also plans to attend Southern Law School upon completion at LSU. Ms. Brown is a leader in her community, where she is involved hands-on in several non-profit organizations designed to benefit the community.

Jennifer Burgess is a Computer Science Major at Baton Rouge Community College, where she is currently a full time student working simultaneously to receive an Associate's degree in Computer Science and a certification in Computer Network Engineering. Upon graduation in Spring 2017, she plans to attend Louisiana State University and receive a Bachelor's degree in Computer Science. Ms. Burgess is a native of Louisiana and very active in her community

helping others in need. With a love for animals, she is a licensed dog trainer with over 13 years of experience working at Pet Smart as an Area Dog Trainer for the State of Louisiana.

During the 2015-2016 academic year, Ms. Burgess served as the SGA Vice President and became a certified student leader through the STARS (Students Totally Accepting Responsibility to Serve) Leadership Academy. She was elected by her peers to serve once again as the 2016-2017 SGA President at BRCC. Working with others and learning how to motivate her peers, she has become a strong advocate for the students at BRCC, particularly those within the S.T.E.M. division. As a student leader, she has also served as President of the Computer Science Club and as a Representative of the STEM Club. She is a proud member of LaWIT (Louisiana Women In Technology). Her moto in life is...“Anyone Can Change Their Stars!”

#### **D. ROLL CALL**

**Sara Kleinpeter conducted roll call to establish a quorum.**

<b><u>Members Present</u></b>	<b><u>Absent</u></b>	<b><u>Staff Present</u></b>	
Woody Ogé, Board Chair	Deni Grissette	Monty Sullivan	Katie Waldrop
Timothy W. Hardy	Erika McConduit	Sara L. Kleinpeter	Joe Marin
Sommer Brown	Craig Spohn	Paul Carlsen	Joel Watkins
Jennifer Burgess	Vincent St. Blanc, III	Michael Redmond	Quintin Taylor
Helen Carter		Alex Appeaning	Brittany Francis
Willie Mount		Anthony Brown	Jennifer Daly
Michael J. Murphy		Tarie Roberson	Sean Martin
Joe Potts		Suzette Meiske	Dennis Epps
Paul Price, Jr.		Alison Bordelon	Ginger LeBlanc
Stephen Smith			
Charles Strong			
Stephen Toups			

#### **E. APPROVAL OF MEETING AGENDA FOR JUNE 8, 2016**

**On motion by Supervisor Price, seconded by Supervisor Carter, the Board voted to revise the agenda to remove “Review and Advisement” from agenda items H.1., H.2., and H.3. The motion carried.**

**On motion by Supervisor Potts, seconded by Supervisor Toups, the Board voted to approve the June 8, 2016, agenda as amended. The motion carried.**

#### **F. APPROVAL OF MEETING MINUTES FROM MAY 11, 2016**

**On motion by Supervisor Price, seconded by Supervisor Mount, the Board voted to approve the meeting minutes of May 11, 2016, as presented. The motion carried.**

## **G. REPORTS**

### 1. Chair of the Board Report

Chair Ogé provided the following report:

- ❖ Thanked the Board members who were able to attend a commencement this spring, and also to those members that served as commencement speakers to our colleges. “Your support is greatly appreciated by students, chancellors, faculty and staff.”
- ❖ During the May meeting, Director Dianne Clarke shared with the Board details from the SkillsUSA competition that took place in April. During the competition, Supervisor Tim Hardy visited and had the chance to meet guest speaker and race car driver, David Starr. Mr. Starr sent a token of appreciation to Supervisor Hardy. Chair Ogé presented Supervisor Hardy with a framed and autographed photo from Mr. Starr.

### 2. President’s Report

Dr. Sullivan provided the following report:

- ❖ Shared a video presentation of the commencements around the state to highlight the success of the students earning degrees and certificates.
- ❖ Introduced Northwestern State University (NSU) President, Jim Henderson, to address the Board. President Henderson thanked the Board for the hard work done to develop and promote community and technical college education in Louisiana. President Henderson announced the NSU – LCTCS Phi Theta Kappa Purple Prestige Scholarship. The agreement will provide an annual scholarship of \$1,500 for graduates who are members of Phi Theta Kappa and attend NSU.

Dr. Chris Maggio, NSU Vice President for Student Experience, noted that the agreement will guarantee admission for LCTCS completers who are members of Phi Theta Kappa. LCTCS Chief Content Officer, Paul Carlsen, noted that this agreement will help to remove barriers for LCTCS students, allowing them to further their education once completing coursework with an LCTCS college.

- ❖ Introduced LED FastStart Director, Jeff Lynn, to present certificates of completion to the inaugural class of the Certified Workforce Developer (CWD) Class. Mr. Lynn noted that the CWD program will allow for LED to put LCTCS staff, from around the state, to address the workforce needs like never before. The class members will take part in discussions throughout their respective regions with LED to understand the workforce needs and help to improve how LCTCS can meet the needs of current and prospective businesses.

- ❖ Updates from the colleges
  - Announced a second gift to LCTCS from **Praxair** in the amount of nearly \$200,000.
  - **Delgado Community College** received a grant in the amount of \$184,900 from National Science Foundation.
  - **Nunez Community College** received a \$20,000 scholarship for Process Technology from Chalmette Refinery.
  - **SOWELA** received a 2<sup>nd</sup> donation for a \$60,000 Endowed Professorship from American Press. SOWELA has had a 500% increase in the number and amount of endowments from last year to this year.
  - Noted two articles left at each Board member's station highlighting the awards for technical certificates.
  
- ❖ Provided a budget update, noting the LCTCS Leadership Team's absence from the meeting because they were asked to help provide an accurate picture of the state budget to legislators. He asked Board members to join them at the capitol for the Ways and Means Committee meeting later in the day. The budget picture is dire and at stake is the ability of LCTCS institutions to continue to deliver on its mission. The message to legislators is to no longer allow cuts to higher education, leaving institutions throughout Louisiana the inability to deliver an educated workforce for the state.

**Supervisor Price presented the Academic & Student Affairs Actions agenda items for consideration by the Board.**

#### **H. GENERAL ACTION ITEMS\*\***

##### **Academic and Student Affairs Actions**

1. ~~Review and Advise~~ment: Revisions to Policy #1.004: General Admissions Policy Statement for First Time Freshman

**On motion by Supervisor Smith, seconded by Supervisor Carter, the Board voted to approve revisions to the attached policy #1.004, "General Admissions Policy Statement for First Time Freshman", which will be renamed "General Admissions Policy Statement." The motion carried.**

2. ~~Review and Advise~~ment: Repeal of Policy #1.005: General Admission Requirements

**On motion by Supervisor Smith, seconded by Supervisor Potts, the Board voted to approve the repeal of the attached policy #1.005, "General Admission Requirements." The motion carried.**

3. ~~Review and Advise~~ment: New LCTCS Student Services Policy #2.016: LCTCS Financial Aid Verification

**On motion by Supervisor Smith, seconded by Supervisor Toups, the Board voted to approve the attached new policy #2.016, "LCTCS Financial Aid Verification." The motion carried.**

**Supervisor Smith presented the Facilities Actions agenda items for consideration by the Board.**

**Facilities Actions**

4. Demolition of Fire Station at Baton Rouge Community College

**On motion by Supervisor Toups, seconded by Supervisor Price, the Board voted to authorize the President and the Chancellor of Baton Rouge Community College to execute all documents necessary for the demolition of a fire station located on the Baton Rouge Community College Campus at the intersection of South Foster Drive and North Boulevard. The demolition of this facility requires the approval of the Division of Administration, Office of Facility Planning and Control. The motion carried.**

5. Demolition of Rebel Shopping Center Building on the Baton Rouge Community College Mid-City Campus

**On motion by Supervisor Toups, seconded by Supervisor Burgess, the Board voted to authorize the President and the Chancellor of Baton Rouge Community College to execute all documents necessary for the demolition of the Old Rebel Shopping Center Building located on the Mid-City Campus of Baton Rouge Community College. The demolition of this facility requires the approval of the Division of Administration, Office of Facility Planning and Control. The motion carried.**

6. Lease Agreement between LCTCS, on behalf of Baton Rouge Community College, and the Baton Rouge Metropolitan Airport

**On motion by Supervisor Toups, seconded by Supervisor Hardy, the Board voted to authorize the President and the Chancellor of Baton Rouge Community College to negotiate and execute a lease between the LCTCS, on behalf of Baton Rouge Community College, and the Baton Rouge Metropolitan Airport for an approximately 25,000 square foot facility at a maximum cost of \$150,000 per year. This lease must be approved by the Division of Administration, Office of Facility Planning and Control. The motion carried.**

7. Reversion of the Baton Rouge Community College Donmoor Building

**On motion by Supervisor Mount, seconded by Supervisor Price, the Board voted to authorize the President and the Chancellor of the Baton Rouge Community College to execute all documents necessary for the reversion of the Donmoor Building, located at 350 North Donmoor Avenue, Baton Rouge, back to the Federal Real Property Assistance Program, United States Office of Management, General Services Administration. The reversion of this property must be filed with the local Clerk of Courts Office and the State Land Office. The motion carried.**

8. Review and Advisement: Preliminary Capital Outlay Requests for FY 2017-2018

The Board accepted, for review and advisement, the 2017-2018 Capital Outlay preliminary list of recommended projects. No action was taken.

**Supervisor Mount presented the Finance Actions agenda items for consideration by the Board.**

**Finance Actions**

9. Professional and Social Services Contracts:

- a. Bossier Parish Community College and LSU Health Sciences Center at Shreveport

**On motion by Supervisor Strong, seconded by Supervisor Toups, the Board voted to approve a professional services contract between Bossier Parish Community College and the LSU Health Sciences Center at Shreveport, effective July 1, 2016 through June 30, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

- b. Bossier Parish Community College and the Betty and Leonard Phillips Deaf Action Center of Louisiana

**On motion by Supervisor Strong, seconded by Supervisor Toups, the Board voted to approve a professional services contract between Bossier Parish Community College and the Betty and Leonard Phillips Deaf Action Center of Louisiana, effective July 1, 2016 through June 30, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

- c. Delgado Community College and Lighthouse for the Blind in New Orleans, Inc.

**On motion by Supervisor Potts, seconded by Supervisor Brown, the Board voted to approve a social services contract between Delgado Community College and Lighthouse for the Blind in New Orleans, Inc., effective July 1, 2016 through June 30, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

- d. Delgado Community College and The Cart Provider, LLC

**On motion by Supervisor Potts, seconded by Supervisor Toups, the Board voted to approve a social services contract between Delgado Community College and The Cart Provider, LLC, effective July 1, 2016 through June 30, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

- e. Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc.

**On motion by Supervisor Price, seconded by Supervisor Toups, the Board voted to approve a social services contract between Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc., effective July 1, 2016 through June 30, 2019. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

- f. Louisiana Delta Community College and Visual Communication Service

**On motion by Supervisor Hardy, seconded by Supervisor Toups, the Board voted to approve a social services contract between Louisiana Delta Community College and Visual Communication Service, effective July 1, 2016 through June 30, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

10. Review and Advisement: Policy #5.007, Tuition Refund Policy

The Board accepted, for review and advisement, the revisions to the attached policy #5.007, "Tuition Refund Policy". No action was taken.

**Supervisor Hardy presented the Personnel Actions agenda items for consideration by the Board.**

**Personnel Actions**

11. LCTCS Policy #6.005, Evaluation Process for LCTCS President

**On motion by Supervisor Mount, seconded by Supervisor Carter, the Board voted to approve the attached revised policy #6.005, "Evaluation Process for LCTCS President" which will be renamed to "Evaluation for LCTCS President." The motion carried.**

12. LCTCS Policy #6.013, Policy Regarding Chancellor Evaluation and Compensation

**On motion by Supervisor Mount, seconded by Supervisor Carter, the Board voted to approve the attached revised policy #6.013, "Policy Regarding Chancellor Evaluation and Salary Increases" which will be renamed to "Policy Regarding Chancellor/Director Evaluation." The motion carried.**

**Chair Ogé presented the Consent Agenda items for consideration by the Board.**

**On motion by Supervisor Toups, seconded by Supervisor Price, the Board voted to approve the Consent Agenda which consists of agenda items I.1 through I.3. The motion carried.**

## **I. CONSENT AGENDA**

### **Baton Rouge Community College**

#### **Program Revisions**

1. Associate of Arts Liberal Arts (AALA) (CIP 24.0101) – **TRANSFER ORIENTED (Revised to be available 100% online)**
2. Associate of Arts Louisiana Transfer (AALT) (CIP 24.0199) – **TRANSFER ORIENTED (Revised to be available 100% online)**

### **SOWELA Technical Community College**

#### **Program Revisions**

3. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) – **5 STARS**
  - a. Technical Diploma (TD) in Process Technology (CIP 15.0699) – **5 STARS**
  - b. Certificate of Technical Studies (CTS) in Process Technology (CIP 15.0699) – **5 STARS**
  - c. Technical Competency Area (TCA) in Process Technology (CIP 15.0699) – **5 STARS**

**Chair Oge referenced the Updates and encouraged board members to review the information presented.**

## **J. UPDATES**

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Status Report on Capital Projects

## **K. OTHER BUSINESS**

Supervisor Murphy gave a brief report of the Nominating Committee. He noted that Supervisors St. Blanc, Murphy, and Smith, all former chairs of the Board, served as members of the nominating committee.

**On motion by Supervisor Toups, seconded by Supervisor Price, the Board voted to approve their recommendation to appoint Tim Hardy, Chair; Deni Grissette, 1st Vice Chair and Stevie Toups, 2nd Vice Chair, effective July 1, 2016, for a two year term of office, ending June 30, 2018. The motion carried.**



Chair Ogé congratulated the newly elected Board officers.

On personal privilege, Supervisor Murphy presented Chair Ogé a memento of appreciation from the Board and the Board Office for his service as board chair for 2014-2016.

The plaque reads:

*Woody Ogé  
Chair*

*Louisiana Community and Technical College System  
Board of Supervisors  
July 2014-June 2016*

*In appreciation of your service, dedication and  
commitment to making the LCTCS a world-class system.  
Your efforts will have a lasting effect on our System. We  
appreciate the outstanding job that you have done as our  
Board Chair.*

Chair Ogé thanked the Board for allowing him to serve as Chair for the last two years.

#### **L. ANNOUNCEMENTS**

There were no additional announcements for the Board.

#### **M. ADJOURNMENT**

**There being no further business to come before the Board, and on motion by Supervisor Toups, seconded by Supervisor Price, Chair Ogé adjourned the meeting at 11:23 a.m.**